

TOWN OF COTTAGE GROVE  
TOWN BOARD MEETING  
JULY 6, 2015

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at Town Hall, the park at 4539 American Way, Gaston Road at Brown Thrush and US Hwy 12 & 18 at County Road BN, and on the Town's web site. Town Chair Kris Hampton, Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were present, along with Clerk Kim Banigan and Treasurer Debra Abel.
- B. Hampton called the meeting to order at 7:00 P.M.
- C. Minutes of previous meeting(s): **MOTION** by Williams/DuPlayee to approve the minutes of the Town Board meeting held on June 15, 2015 as printed. **MOTION CARRIED 5-0.**
- D. Finance Report and Approval of Bills:
  - 1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #23738-23778, including voided checks #23746, 23777, 23778. **MOTION CARRIED 5-0.**
  - 2. **MOTION** by Anders/DuPlayee to approve payment of \$5,906.00 to Viken Inspection Agency, LLC for June building permits. **MOTION CARRIED 5-0.**
  - 3. **MOTION** by Anders/DuPlayee to approve payment of June per diems as presented. **MOTION CARRIED 5-0.**
- E. Public Concerns: None.
- F. Road Right of Way Permits: **MOTION** by Anders/DuPlayee to approve two permits: 1) MG&E to drill from the Southeast corner of 2982 Lane St. to the East ROW of Bonnie Ave. then to the Northwest corner of 4532 Bonnie Avenue for installation of new underground conductors, and 2) Frontier Communications to jack & bore across the ROW at 1783 Strawberry Road. **MOTION CARRIED 5-0.**

II. BUSINESS:

- A. Discuss/Consider progress of property clean-up at 2842 Gaston Road: The property owners were not present, even though the Clerk stated she had email communication indicating they would be. Julie White of 2881 Busston Road, Dave Pokorski of 4717 Willmore Way and Mike Morgan of 4721 Willmore way were present, and stated that there has been progress, albeit minimal. The lawn has been mowed and the tree at the corner of Busston and Mullhall has been cut down but the debris has not been cleared, nor have the straw bales in the yard or the tarp on the northwest corner of the house. According to the schedule provided by the homeowners, the bales and tarp were to be removed by May 22<sup>nd</sup>, and the brush will be removed by July 11<sup>th</sup>. **MOTION** by DuPlayee/Fonger to notify the the property owners that enforcement will begin on July 13<sup>th</sup> if the additional yard material, tarp and brush are not removed before then, as was stated on the timeline they submitted. **MOTION CARRIED 5-0.**
- B. Discuss/Consider approval of a Parade, Procession or Race permit for the Safe Harbor Child Advocacy Center to use Deerfield, S. Jargo and Nora Roads on July 11, 2015 for a benefit motorcycle ride: The Clerk stated that the ride is also sponsored by the Dane County Sheriff's Office, and Police, Fire and EMS have all seen the application and indicated they have no issues with it. **MOTION** by Williams/Fonger to approve the permit for the Safe Harbor Child Advocacy Center to use Deerfield, S. Jargo and Nora Roads on July 11, 2015 for a benefit motorcycle ride, and to approve the resident notification letter as submitted. **MOTION CARRIED 5-0.**

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C. Discuss/Consider quotes to restore WWI monument: Two quotes were received:

- Patrick Drea provided a time and materials estimate that would max out at \$2,500.
- B&B Quality Building Restoration of Wisconsin LLC provided a quote of \$7,670.

Fonger thought that the American Legion and possibly the CGAHS would contribute toward the restoration, although he could not say to what extent. **MOTION** by Fonger/DuPlayee to accept Patrick Drea's quote not to exceed \$2,500, with the Town fronting the payment to be partially reimbursed by the American Legion and/or other donations. **MOTION CARRIED 5-0.**

D. Discuss/Consider quotes to install computer wire between the Town Hall and Town Garage: two quotes were received:

- Accurate Electric, Inc. to extend the existing cable run between the buildings to the office areas: \$765
- Electrical Solutions offered 3 options: 1) point-to-point antenna system with data cables run to the office areas: \$1,577. 2) Cable run through a trench/conduit: \$3,886. 3) Condition the existing CAT3 cables running between the buildings to CAT5 and extend to office areas: \$1,062.

There was a question as to why one quote indicated the existing cable could be used as is when the other indicated it needs to be "conditioned". **MOTION** by DuPlayee/Williams to accept the quote from Accurate Electric, Inc. as long as they can guarantee a CAT5 connection between the two offices. **MOTION CARRIED 5-0.**

E. Discuss/Consider completion of Local Jurisdiction Data Collection Handbook for the Dane County Natural Hazard Mitigation Plan 2015 Update: The Clerk distributed copies of the Town's annex to the County's 2009 Hazard Mitigation plan, and noted two significant events that have occurred since then: A winter storm in 2011 and a wind storm in 2014. **MOTION** by Hampton/DuPlayee to hold a meeting to complete the Data Collection Handbook at 11:00 A.M. on July 15<sup>th</sup>, to include Hampton, DuPlayee, the Clerk, and the Highway Superintendent with others welcome to attend. **MOTION CARRIED 5-0.** Expectations are that the Town's plan will look much like the 2009 version, updated with recent events. Board members were asked to review the 2009 plan and let the Clerk know if they have any updates to suggest.

F. Ray Tenebruso and Margy Newton, owners of 2842 Gaston Road had arrived. **MOTION** by Williams/Fonger to revisit the issue discussed in A. above. **MOTION CARRIED 5-0.** Hampton advised Tenebruso and Newton of the determination of the board earlier in the evening. Williams stressed the need to clear the vegetation at the Northeast corner of the lot so as to not impede the site line of motorists. Tenebruso said he burned the brush there last Saturday and Newton said that vegetation impeding the site line at the corner has been sprayed. Beyond the items discussed above, the remaining issue is the siding of the outbuilding, which Tenebruso's timeline stated would be complete by August 24<sup>th</sup>.

III. CLERK'S REPORT: The Clerk completed ICS-300 training on June 24-25.

IV. BOARD REPORTS AND COMMUNICATIONS:

- A. Hampton reported that USDA's notification of Base and Yields for the 5 acres near the former Natvig Landfill site has been received.

V. COMMITTEE REPORTS:

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- A. Deer-Grove EMS Commission: A collective bargaining sub-committee was selected. The first meeting is scheduled for July 14<sup>th</sup> and will be held without legal or union representation.
- B. Joint Town/Village Fire Department Committee: The Fire Chief put in a bid on some equipment from the now defunct Blooming Grove Fire Department. The Dane County Chief's meeting will be held here on July 8<sup>th</sup>.
- C. Emergency Government Committee: Steve Haskell of Paul Davis Restoration was appointed as a non-voting member and looks to be a valuable addition. The plan update was finalized and distributed. Another table top exercise will be scheduled soon. Hampton reported that the battery died in the keypad to access the EOC, and since no key was found, a locksmith had to be called. A new key has been made and is in the lockbox in the radio room at the ESOB.

VI. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0**. The meeting ended at 8:03 P.M.

Kim Banigan, Clerk  
Approved 07-20-2015